

**SWANSEA UNIVERSITY
PRIFYSGOL ABERTAWE**

Minutes of a meeting of the
CORPORATE RESPONSIBILITY COMMITTEE
held on 1st February 2021

Cofnodion cyfarfod y
PWYLLGOR CYFRIFOLDEB CORFFORAETHOL
a gynhaliwyd 1^{ain} Chwefror 2021

Present: Greg Ducie (Chair); Dr Heidi Smith (Head of Sustainability); Louise Nowell (Head of H&S); Andy Walters (Business Continuity & Resilience Officer); Gareth Evans (Union Representative); Simon Davies (Risk Manager); William Walker (UCU – Union Representative); Dr Joel Loveridge (Chair of Biological Hazards and GMO Sub-Committee); Kevin Thomas CoE CR Committee chair; Mark Pritchard (Chair of Chemical Safety Sub Committee) Catherine Jenkins (Occupational Health Manager)

Yn bresennol:

In Attendance:

Yn gweini:

Apologies: Prof. Mike Charlton (Chair of Radiation Sub-Committee);

Ymddiheuriadau: Andy Lee (Scientific Safety Advisor)

Andrew Harvey (UCU – Union Representative)

1. TO CONFIRM THE MINUTES OF THE MEETING HELD ON 21st OCTOBER 2020

The minutes of the meeting held on 21st October 2020 were **CONFIRMED**.

2. MATTERS ARISING

None

3. CHAIR'S BUSINESS

Preparations underway for student return after Easter which is dependent on the Guidance from Welsh Government nearer the time.

SECTION A – Issues for decision

ADRAN A – Materion i'w trafod

4. CORPORATE SUSTAINABILITY & CLIMATE CHANGE STRATEGY 2020-2025 (P2021-671)

The Chair passed on congratulations to the Head of Sustainability and the Sustainability team on the development of the Corporate Sustainability & Climate Change Strategy. The Head of Sustainability presented the strategy to the

committee and explained it is superseding the current strategy and will go to SLT for approval. The strategy identifies high level commitments and specific objectives and targets will be outlined in Environmental Management System action plans. There will be minor updates to the Sustainability webpage and the EMS. A committee member raised a query regarding the dates of the strategy suggesting that it should be 2021-2026.

IT WAS AGREED that the strategy should go to SLT for approval. The Head of Sustainability will also review the date of the strategy and confirm it is acceptable from an EMS audit perspective.

Action: HS

SECTION B – Issues for adoption or approval without discussion

ADRAN B – Eitemau i'w mabwysiadu neu i'w cymeradwyo heb drafodaeth

5. TO ADOPT THE MINUTES OF BIOLOGICAL & GMO SUB-COMMITTEE HELD ON 13th January 2021 (P2021-653)

The minutes from the last meeting of the Sub-Committee, held on 13th January 2021 were **ADOPTED**.

6. TO ADOPT THE MINUTES OF IONISING RADIATION SUB-COMMITTEE HELD ON 21st January 2021

Due to the timing of the meeting, the minutes were not yet available.

7. TO ADOPT THE MINUTES OF CHEMICAL SUB-COMMITTEE HELD ON 20th January 2021 (P2021-652)

The minutes from the last meeting of the Sub-Committee, held on 20th January 2021 were **ADOPTED**.

SECTION C – Information Items

ADRAN C – Eitemau Gwybodaeth

8. RISK REGISTER

The Risk Manager updated the committee on the risk register and suggested that one risk register is developed for CR across the University. The following discussion points were raised;

- From a faculty point of view, it would be beneficial to have sight of the university risks.
- Responsibility for managing risk should not be taken away from the faculty and that risk registers should sit with the risk owners.
- This role of CR committee is oversight of the risks from the faculties and a route to elevate risks that have wider university implications / cannot be managed / actioned at faculty / PSU level.

IT WAS AGREED that further discussion will take place and an update be provided at the next committee meeting.

Sustainability

9. EMS ANNUAL MANAGEMENT REVIEW 2019-20

The Head of Sustainability updated the committee on the audit of the Environmental Management System, which has been delayed due to COVID. The reaccreditation audit (3 yearly) will now take place between 21st – 25th June 2021.

Health and Safety

10. COVID-19 ARRANGEMENTS

11. FIRST AID

12. LEGIONELLA

13. PRIORITIES

14. CORRESPONDENCE

15. OTHER BUSINESS

None

16. DATE OF NEXT MEETING

The meeting schedule for March will be postponed and the next meeting will instead take place on April 12th 2021.

SECTION D – Restricted Items

ADRAN D – Eitemau Cyfyngedig

17. RESERVED BUSINESS

None